



# HUMAN RESOURCES DEPARTMENT

**City of Burlington**

200 Church Street, Suite 102, Burlington, VT 05401

Voice (802) 865-7145

Fax (802) 864-1777

Vermont Relay: 7-1-1 or 800-253-0191

## Outside Plant Technician

**Burlington Telecom**

\*\*\*Updated Posting\*\*\*

**POSTING DATE: April 21, 2016**

**RATE OF PAY: \$21.39/hour**

**EXEMPT/NON-EXEMPT: Non-Exempt**

**DEADLINE TO APPLY: May 2, 2016**

**POSITION STATUS: Limited Service Full Time**

**CLASSIFICATION GRADE: BT Range 7**

**APPLICATIONS CANNOT BE ACCEPTED AFTER THE DEADLINE DATE**

This position is mainly responsible, for FTTP (Fiber-to-the-Premise) installations, maintenance and repair of Burlington Telecom's transmission and distribution system. **THIS POSITION WILL INCLUDE EVENING AND WEEKEND SCHEDULE.**

### ESSENTIAL FUNCTIONS:

- Perform the installation, maintenance and repair of the transmission and distribution system.
- Assist in distribution system construction projects including any cost estimates.
- Ensure that FTTP (Fiber-to-the-Premise) installations and repairs conform to adopted industry standards.
- Work as part of the Burlington Telecom team to ensure any and all work performed is in support of all corporate goals and commitments to service.
- Ensure a safe working environment for self, employees and general public, by practicing work methods and elements in compliance with all applicable local, state and federal codes, standards, laws, and regulations; including, but not limited to National Electric Safety Code and OSHA.
- Participate in training opportunities as assigned and required..
- Assist Network Operations department in identifying and developing field equipment and hardware specifications.
- Assist Division Manager of Facility Engineering, Operations and Construction by creating and maintaining accurate, detailed records of Burlington Telecom's cable distribution system using facilities management system.
- Execute the closing of work orders after final job completion.
- Assist in the restoration of system outages related to the distribution system.
- Assist in planning and design of distribution system improvements.
- Work in a supportive role with Network Operations for operation of the Class 5 voice switch to include installation, provisioning and maintenance.
- Work in a supportive role with Network Operations for operation of the electronics transport system to include installation, provisioning and maintenance.
- Assist in the preparation of the Outside Plant area's budget.
- Assist in the investigation and resolution of customer complaints regarding service as related to distribution system.

### QUALIFICATIONS/BASIC JOB REQUIREMENTS:

- Associate's degree in telecommunications, business or related discipline, or graduation from recognized industry certification programs in related hardware and software and appropriate experience in the construction, maintenance, repair and operations of telecommunication systems. Relevant experience may be substituted for educational requirements.
- Demonstrated experience in FTTP installation, maintenance and repair and the associated practices preferred.
- Demonstrated hands on experience with fiber optic splicing preferred.
- Knowledge of optical splitters and associated splicing practices preferred.
- Ability to actively support City diversity, equity, and cultural competency efforts within stated job responsibilities and work effectively across diverse cultures and constituencies.
- Demonstrated commitment to diversity, equity and inclusion as evidenced by ongoing trainings and professional development.
- Regular attendance is necessary and is essential to meeting the expectations of the job functions.
- Ability to understand and comply with City standards, safety rules and personnel policies
- Ability to read and interpret complex schematics, drawings, specifications, manuals and plans required.
- Must possess strong written and verbal communication skills and an ability to interact with coworkers and the public.
- Demonstrated ability to operate personal computers required.
- Ability to pass a pre-employment drug screening required.
- Ability to train for pertinent industry safety rules, practices and standards required.
- Ability to obtain and maintain First Aid and CPR certification within three months of date hired.
- Class B Commercial Driver's License endorsement required.
- Must wear safety equipment, including, but not limited to; high voltage rubber gloves, safety glasses, hard hat, hearing protection and safety harness.
- Must be able to work as part of a team.
- Ability to work nights, weekends and holidays required.
- Ability to obtain and maintain a valid driver's license required.
- Ability to maintain confidential information.

**To Apply: Submit cover letter, resume and a City of Burlington Application by to:** Human Resources Department, 200 Church Street, Suite 102, Burlington, Vermont 05401. To obtain an application or for more information about the City of Burlington, please see our website: [www.burlingtonvt.gov/HR](http://www.burlingtonvt.gov/HR).

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at 865-7145.

WOMEN, MINORITIES AND PERSONS WITH DISABILITIES ARE HIGHLY ENCOURAGED TO APPLY. EOE.